

## Operations Division Information Services

### Our Mission:

*Assist our clients in applying technology to improve their business operations by continuously looking for and helping implement proven information technology solutions. Cooperatively create and maintain a geographic database of Sedgwick County as a community information resource, provide internal and public access to it, and train and support County departments in the use of GIS so they can improve operations and provide better services.*

### **GOAL #1: Provide a stable, reliable technology infrastructure to clients.**

Objective: Provide 99% availability on networks annually.

Objective: Increase number of networks by 20% annually.

| Performance Measure                | FY 1998<br>Actual | FY 1999<br>Projected | FY 2000<br>Estimated |
|------------------------------------|-------------------|----------------------|----------------------|
| Percentage of on-line availability | 99.54%            | 99.00%               | 99.00%               |
| Number of networks                 | 45                | 54                   | 65                   |

### **GOAL #2: Increase client self-reliance.**

Objective: Increase effectiveness of communications with users (survey being developed).

Objective: Annually train 15 individuals to maintain web pages.

| Performance Measure                     | FY 1998<br>Actual | FY 1999<br>Projected | FY 2000<br>Estimated |
|---|-------------------|----------------------|----------------------|
| Persons trained in web page maintenance | 6                 | 15                   | 15                   |

\* Training courses held quarterly with a maximum of five students each.

### **GOAL #3: Provide telecommunications support to clients.**

Objective: Increase usage of voice mail and interactive voice response by 35% annually.

Objective: Upgrade voice and data cabling while reducing cost of standard installation by 10% annually.

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| Performance Measure           | FY 1998<br>Actual | FY 1999<br>Projected | FY 2000<br>Estimated |
|-------------------------------|-------------------|----------------------|----------------------|
| Voice mail users              | 480               | 700                  | 850                  |
| Cost of standard installation | \$85              | \$77                 | \$70                 |

**GOAL #4: Promote growth of outside access to the County's Subscriber Access Network.**

Objective: Increase number of subscribers by 12% annually.

Objective: Increase billable computer time by 8% annually.

Objective: Increase revenues collected by 8% annually.

| Performance Measure         | FY 1998<br>Actual | FY 1999<br>Projected | FY 2000<br>Estimated |
|-----------------------------|-------------------|----------------------|----------------------|
| Number of subscribers       | 99                | 111                  | 123                  |
| Units of computer time sold | 1,242,538         | 1,341,941            | 1,449,296            |
| Revenue collected           | \$429,482         | \$463,841            | \$500,948            |

**Goal #5: Maintain current data in the parcel layer of the geographic information database.**

Objective: Complete updates to the parcel layer within 5 working days of receipt of the property split or combination by SCGIS.

| Performance Measures                                  | FY 1998<br>Actual | FY 1999<br>Projected | FY 2000<br>Estimated |
|---|-------------------|----------------------|----------------------|
| Average working days to complete split or combination | 6.6               | 6                    | 5                    |

**GOAL #6: Provide public access to a geographic information database through the Internet.**

Objective: Increase the number of "hits" on the SCGIS Internet web site ([www.gis.sedgwick.gov](http://www.gis.sedgwick.gov)) to at least 20,000 in the year 2000.

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| Performance Measures      | FY 1998<br>Actual | FY 1999<br>Projected | FY 2000<br>Estimated |
|---------------------------|-------------------|----------------------|----------------------|
| Number of website "hits." | 2,000             | 10,000               | 20,000               |

**GOAL #7: Inform County departments in the uses of GIS.**

Objective: Host presentations or brainstorming sessions on GIS for departments once each month in 2000.

| Performance Measures                              | FY 1998<br>Actual | FY 1999<br>Projected | FY 2000<br>Estimated |
|---|-------------------|----------------------|----------------------|
| Number of presentations or brainstorming sessions | n/a               | n/a                  | 12                   |

**GOAL #8: Support County departments in the use of GIS so they can improve operations and provide better services.**

Objective: Tightly integrate the Geographic Information System with the Appraiser's Computer Assisted Mass Appraisal (CAMA) by the end of 2001.

**Budget Highlights:**

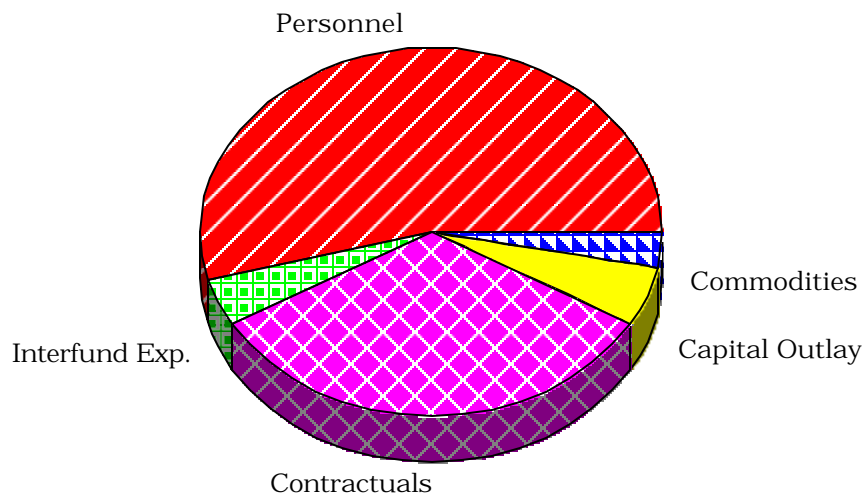
The 2000 budget for Information Services increased 22.5% from the 1999 budget. Information Services and Geographic Information Systems have combined their budgets for FY2000 to provide better services and control. Included in the 2000 budget is the addition of an imaging specialist to the staffing table, benefit costs, and a 3% general salary increase for all County employees.

Enhancements to the Information Services budget for FY2000 includes funding for: the County's new outlook E-mail and calendar conversion project, a data joiner/spatial extender to link the GIS database to the mainframe database, a state mandated data connection between the Sheriff and the KBI, completion of the County's aerial photography plan, and computer hardware and software to support GIS services for users on the County network.

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### Department Recap (1100-2800):

|                         | 1998<br>Actual   | 1999<br>Revised  | 2000<br>Adopted  | 1999-2000<br>% Change |
|-------------------------|------------------|------------------|------------------|-----------------------|
| Personnel               | 2,809,827        | 3,047,320        | 4,060,393        | 33.2                  |
| Contractual Services    | 2,113,074        | 2,338,985        | 2,487,754        | 6.4                   |
| Commodities             | 188,996          | 161,367          | 221,896          | 37.5                  |
| Capital Improvements    | 60,306           | 0                | 0                | n.a.                  |
| Capital Outlay          | 260,233          | 246,214          | 397,888          | 61.6                  |
| Interfund Expenditure   | 411,164          | 330,416          | 332,610          | 0.7                   |
| <b>Total Department</b> | <b>5,843,600</b> | <b>6,124,302</b> | <b>7,500,541</b> | <b>22.5</b>           |



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Staffing Detail:

| Code                   | Classification                    | Range | 1999<br>FTE | 2000<br>FTE | Adopted<br>Budget |
|------------------------|-----------------------------------|-------|-------------|-------------|-------------------|
| KFA                    | Information Services Director     | 30    | 1.0         | 1.0         | 61,090            |
| KXJ                    | GIS Director                      | 28    | 1.0         | 1.0         | 59,646            |
| KFC                    | Technical Services Manager        | 28    | 1.0         | 1.0         | 83,744            |
| KFB                    | Data Services Manager             | 28    | 1.0         | 1.0         | 67,968            |
| KXQ                    | Telecommunications Manager        | 26    | 1.0         | 1.0         | 45,743            |
| KE2                    | Software Programming Supervisor   | 26    | 1.0         | 1.0         | 61,937            |
| KFD                    | EDP Project Leader                | 26    | 7.0         | 7.0         | 443,204           |
| KXA                    | Network Support Supervisor        | 25    | 1.0         | 1.0         | 51,318            |
| KFE                    | EDP Operations Supervisor         | 25    | 1.0         | 1.0         | 58,903            |
| KXS                    | Senior Network Support Specialist | 24    | 1.0         | 1.0         | 54,793            |
| KE3                    | Senior Software Programmer        | 24    | 2.0         | 2.0         | 99,086            |
| KFT                    | Senior Systems Analyst            | 24    | 6.0         | 6.0         | 285,236           |
| KE3                    | Assistant GIS Director            | 24    | 1.0         | 1.0         | 45,889            |
| KXU                    | Webmaster                         | 23    | 1.0         | 1.0         | 37,467            |
| KBF                    | Senior Administrative Officer     | 23    | 1.0         | 1.0         | 38,591            |
| KXT                    | Network Support Specialist        | 22    | 1.0         | 1.0         | 34,252            |
| KXR                    | Network Consultant                | 22    | 1.0         | 1.0         | 44,474            |
| KXI                    | GIS Programmer                    | 22    | 1.0         | 1.0         | 34,252            |
| KF4                    | Software Programmer               | 22    | 1.0         | 1.0         | 44,691            |
| KEV                    | Systems Analyst                   | 22    | 9.0         | 9.0         | 342,406           |
| KEQ                    | GIS Technician III                | 22    | 2.0         | 2.0         | 73,285            |
| KXF                    | Product Support Analyst I         | 21    | 2.0         | 2.0         | 65,004            |
| KXC                    | Systems Programmer                | 21    | 1.0         | 1.0         | 33,149            |
| KFW                    | Systems Analyst Programmer        | 21    | 1.0         | 1.0         | 31,555            |
| KFG                    | Production Control Supervisor     | 21    | 1.0         | 1.0         | 44,109            |
| KXE                    | Produce Support Analyst I         | 20    | 2.0         | 2.0         | 61,011            |
| KFY                    | Programmer                        | 20    | 7.0         | 7.0         | 224,373           |
| KE6                    | GIS Technician II                 | 20    | 2.0         | 2.0         | 67,643            |
| KFZ                    | Production Control Programmer     | 19    | 2.0         | 2.0         | 55,489            |
| KXB                    | Customer Service Technician       | 18    | 3.0         | 3.0         | 89,001            |
| KFP                    | Senior Computer Operator          | 18    | 3.0         | 3.0         | 84,047            |
| KE5                    | GIS Technician I                  | 18    | 2.0         | 2.0         | 59,368            |
| KBI                    | Administrative Assistant          | 18    | 1.0         | 1.0         | 26,290            |
| KER                    | Computer Operator                 | 16    | 5.0         | 5.0         | 120,293           |
| KDB                    | Office Specialist                 | 15    | 1.0         | 1.0         | 20,939            |
| Direct Employee Totals |                                   |       | 75.0        | 75.0        | 3,050,246         |
| Longevity              |                                   |       |             |             | 24,670            |
| Overtime               |                                   |       |             |             | 65,598            |
| Part-time/Temporary    |                                   |       |             |             | 31,076            |
| Shift Differential     |                                   |       |             |             | 1,627             |
| Benefits               |                                   |       |             |             | 887,176           |
| Total Personnel Cost   |                                   |       |             |             | 4,060,393         |

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Program Detail:

|   | 1998<br>Actual | 1999<br>Revised | 2000<br>Adopted |
|---|----------------|-----------------|-----------------|
| <u>External Subscriber Access - (1100-2800-070)</u>     |                |                 |                 |
| Personnel   | 58,215         | 79,379          | 84,780          |
| Contractual Services                                    | 62,959         | 92,992          | 141,271         |
| Commodities   | 5,639          | 11,905          | 9,907           |
| Capital Outlay  | 76,204         | 66,550          | 55,320          |
| Interfund Expenditure                                   | 120,437        | 93,143          | 95,337          |
| Total Program   | 323,454        | 343,969         | 386,615         |
| <u>Geographic Information Systems - (1100-2800-305)</u> |                |                 |                 |
| Personnel   | 394,001        | 424,908         | 525,448         |
| Contractual Services                                    | 41,770         | 193,482         | 186,760         |
| Commodities   | 20,327         | 14,685          | 63,200          |
| Capital Improvements                                    | 48,000         | 0               | 0               |
| Capital Outlay  | 0              | 42,000          | 60,000          |
| Total Program   | 504,098        | 675,075         | 835,408         |
| <u>General Purpose/Administration - (1100-2800-999)</u> |                |                 |                 |
| Personnel   | 2,357,611      | 2,543,033       | 3,450,165       |
| Contractual Services                                    | 2,008,345      | 2,052,511       | 2,159,723       |
| Commodities   | 163,030        | 134,777         | 148,789         |
| Capital Improvements                                    | 12,306         | 0               | 0               |
| Capital Outlay  | 184,029        | 137,664         | 282,568         |
| Interfund Expenditure                                   | 290,727        | 237,273         | 237,273         |
| Total Program   | 5,016,048      | 5,105,258       | 6,278,518       |
| Total Department  | 5,843,600      | 6,124,302       | 7,500,541       |